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**From:** Farak, Sonja (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=DPH/CN=RECIPIENTS/CN=SFARAK]  
**Sent:** 6/23/2003 7:17:21 PM  
**To:** [REDACTED]  
**Subject:** FW: HIPAA and DPH Confidentiality Policy and Procedures  
**Importance:** High

-----Original Message-----

**From:** Gonzalez, Melixza (DPH)  
**Sent:** Monday, June 23, 2003 2:46 PM  
**To:** DPH-DL - ADMIN-ALL-DPH-STAFF  
**Subject:** HIPAA and DPH Confidentiality Policy and Procedures  
**Importance:** High

You have heard a lot about HIPAA and the DPH Confidentiality Policy and Procedures in recent months. We have added a HIPAA page to the Department's web site (see <http://www.state.ma.us/dph/comm/hipaa/hipaa.htm>), and included additional information on HealthNet (see <http://healthnet/hipaa/hipaainfo.htm>) regarding HIPAA and the Policy and Procedures. They include several FAQs (frequently asked questions) from various DPH programs, and links to other sites. Please take a look at both.

The Confidentiality Policy and Procedures can be found on HealthNet. Two new procedures were recently added (# 3 *Use and Disclosure of Confidential Information* was updated and # 7 *De-Identification, Limited Data Sets, and Aggregate Data* was added). As many of you know, the Policy and Procedures are in a pilot period. It is essential that all DPH employees who work with confidential information review and implement the Policy and Procedures. We are requesting that over the next several months Bureaus take a close look at the Policy and Procedures and submit comments and suggestions. They will be revised after the pilot period, based on feedback submitted. Upon revision, training will be provided. This is your opportunity to be sure that the Policy and Procedures work for your Bureau's activities. Please make time to go to HealthNet and review them. Thank you, and please submit comments to [John.Stewart@state.ma.us](mailto:John.Stewart@state.ma.us)